

State Hazard Mitigation Plan Kickoff Meeting
Prepared on February 24, 2017

The State Hazard Mitigation Plan Kickoff meeting was held on February 24, 2017 at the DEMA State EOC.

Minutes for the meeting are as follows:

Attendees: There were approximately 26 attendees at the meeting (*See attached sign-in sheet*).

Delaware State Hazard Mitigation Officer Arthur Paul started the meeting at 10:00 a.m. with welcome and introductions. DEMA Director AJ Schall made opening comments and greetings.

Mr. Paul started the meeting with an overview of the plan using slides to go through the Table of Contents and a review of sections in the plan. Emphasis was placed on collaborative planning team which included all the groups in attendance as well some others that could not make the meeting. The CPG 101 planning steps 1 – 6 were emphasized throughout the process. Mr. Paul talked about all meetings are to be documented and coordinated and he briefly reviewed the responsibilities of each agency involved in the planning process. Mr. Paul advised that most of the work will be done in planning teams based off experience and planning needs. Some of the sections highlighted were the Vulnerability Assessment, Hazard Identification, and Mitigation Strategies.

Natural Hazards Planning Supervisor Ed Strouse briefed on the timeline using the 6 step process in CPG 101.

There were questions on why we (State) have a plan and how we would follow up on the actions. There was response by Matt McCullough, Mr. Strouse and Mr. Paul stating, “The code of Federal Regulations gives the requirements and the way we follow up on the actions is through the teams (Agencies) and reviewing the actions. All the agencies involved in the plan were given a copy of their actions.

Mr. Paul briefed on Mitigation Review and Strategy going over slides of the plan, looking at the goals and the objectives. He noted at the Risk Consultation meetings there is focus on the higher priority actions and trying to track those actions. Also, the actions are discussed at the Hazard Mitigation Council meetings.

There was discussion of having the plan publicly available on the DEMA website, noting there would some portions that would be restricted because of their sensitivity.

There was discussion of the Hazard Mitigation Plan Review; developing the plan, new content, future conditions, climate change, and active shooter.

Terrorism Planner Renee Hupp then briefed on the Threat and Hazard Identification and Risk Assessment (THIRA) and incorporating it in the plan. The THIRA portion will be updated in the summer and there will be specific scenarios’ related to mitigation.

There was discussion of the Mitigation Council and everyone was given a copy of the planning tool from the mitigation guide stating that this is our road map to make sure we get review approval from FEMA. Matt McCullough discussed FEMA plan review timeline and Governor Approval.

Mr. Paul will be sending out follow up actions from the Kick-off meeting as well as assemble a meeting with the people (agencies) that are missing from today's meeting. He will also be sending a copy of the entire plan for everyone to review.

Meeting Minutes

Minutes were taken and transcribed to this document by Mr. Paul, State Hazard Mitigation Officer on March 2, 2017.

Minutes posted to the State Public Calendar on March 2, 2017.